

GRANT EVALUATION CRITERIA

The CDBG Subcommittee will use the following criteria to evaluate proposals and make funding recommendations. In order to be considered for funding, a proposed activity must, at minimum, be eligible for funding according to HUD's regulations by meeting at least one of HUD's National Objectives, and address at least one goal of the [Town of Arlington Consolidated Plan](#), which can be found under CDBG on the Town of Arlington's Planning and Community Development page. Application, including Budget Description, must also be complete.

Comparative Criteria Categories	Highly Advantageous (HA)	Advantageous (A)	Not Advantageous (NA)
1. Community Need Does the proposed project address a pressing or significant need in the town of Arlington and demonstrated familiarity with said need? Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan	Applicant can demonstrate comprehension of said need, and that the proposed project meets a new or growing need in the community that is either not being met or is underserved by other programs.	Applicant can demonstrate familiarity with said need, and that the proposed project meets an existing need in the community.	It is unclear from the application if the applicant has comprehension of said need, or if the proposed project meets an unmet community need.
2. Resources & Capacity Does the organization have the appropriate level of experienced staff and resources to execute the proposed project and the aptitude to meet the need?	Applicant has had experience with other projects similar to the one proposed and can demonstrate strong staff/resource levels capable of successfully implementing the proposed project.	Applicant has had some experience with other projects similar to the one proposed and has adequate staff/resources capable of completing the proposed project.	Applicant has limited experience with projects similar to the one proposed and it is unclear from the application if there is adequate staff capacity to complete the proposed project.
3. Cost Benefit How does the cost of the proposed project compare to its proposed output and outcome accomplishments?	Proposed project yields a low cost-benefit ratio comparable to similar programs.	n/a	Proposed project yields a high cost-benefit ratio comparable to similar programs.
4. Encouraging Partnerships Does the proposed project involve new or existing partnerships with other service providers in the community?	Applicant and/or proposed activity will encourage new partnerships as a result of the project.	Applicant will utilize existing partnerships to complete the proposed project.	Proposed project does not encourage partnerships.
5. Leveraged Funds Has the organization secured additional funding sources or in-kind support to cover the proposed project?	Applicant has demonstrated the capability of leveraging funds or in-kind support to cover 50% or more of the proposed project costs. The majority of these leveraged funds are committed.	Applicant has demonstrated the capability of leveraging funds or in-kind support to cover some of the project costs.	Applicant has identified few to none additional funds/ in-kind support to cover the proposed project OR the majority of leveraged funds/ in-kind support identified are pending.
6. Self Sufficiency Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?	Applicant is making a one-time request for funds and has demonstrated that the project is capable of becoming self-sufficient beyond one year of seed-funding.	Applicant has demonstrated that the project is capable of becoming self-sufficient within 2-3 years.	Applicant is attempting to achieve self-sufficiency but anticipates requesting additional funds beyond the next three years.
7. New Public Services Program Is the proposed project offering a new service and is it available from any other providers in the community?	The proposed project offers a new service not provided elsewhere in the Town.	The applicant is seeking funding for a new project or quantifiable increase in level of an existing service.	The proposed project received a CDBG grant in the previous year, is not a new service, and does not propose an increase in the level of an existing service.